

**TOWN OF NEWMARKET, NEW HAMPSHIRE  
TOWN COUNCIL REGULAR MEETING**

**December 2, 2015     7:00 PM**

PRESENT: Council Chairman Phil Nazzaro, Council Vice Chairman Gary Levy, Councilor Dale Pike, Councilor Amy Thompson, Councilor Toni Weinstein, Councilor Amy Burns, Councilor Larry Pickering

ALSO PRESENT: Town Administrator Steve Fournier

**AGENDA**

Chairman Phil Nazzaro welcomed everyone to the December 2, 2015 Newmarket Town Council Meeting and called the meeting to order at 7:01 pm, followed by the Pledge of Allegiance.

**PUBLIC FORUM**

Chairman Nazzaro opened the Public Forum at 7:01 pm and asked if anyone from the public wished to speak.

As no one from the public came forward, Chairman Nazzaro closed the Public Forum at 7:01 pm.

**PUBLIC HEARING** – None

**TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES**

**Acceptance of the Minutes of the Regular Meeting of November 18, 2015**

Councilor Burns made a motion to approve the minutes of the regular meeting of November 18, 2015, which was seconded by Vice Chair Levy.

Corrections: Councilor Weinstein made a correction under *Correspondence/Closing Comments* on page 5. She said she had also thanked Public Works Director Malasky, along with Town Administrator Fournier and Police Chief Cyr, for his support, and his name was added.

Town Administrator Fournier polled the Council and the motion to accept the minutes of November 18, 2015 were approved as amended by a vote of 6-1, with 1 abstention.

**REPORT OF THE TOWN ADMINSTRATOR**

Town Administrator Steve Fournier first addressed the **Merry Main Street** celebration scheduled for December 5, 2015. He stated that events would start at 8:00 am with a Craft Fair, the annual holiday party would be held in the Mills from 2:00 pm to 4:00 pm, and the 27<sup>th</sup> annual lighting of the Giving Tree would be held from 5:00-6:00 pm in Arbor Park. He stated that the **NH Coastal Risks & Hazards**

**Commission** and the NH Coastal Adaptation Workgroup were inviting everyone to provide feedback on the Commission's recently released draft recommendations of November 2015. He explained that the Commission was established to recommend strategies to communities to prepare for coastal changes using peer-reviewed scientific literature. He said that discussion groups would take place on December 8<sup>th</sup> from 1:00-3:00 pm and December 17<sup>th</sup> from 6:00-8:00 pm for Great Bay communities.

Town Administrator Fournier stated that he was working with the IT Director on a **Website Upgrade** to improve access from mobile devices and make the Town website more user-friendly. He asked that any suggestions be addressed either to him or the IT Director, and said the new site should be up shortly after the new year. He announced the **New Hire** of an Executive Assistant to the Town Administrator, Wendy Chase of Newfields. He said she was a Newmarket native with 30 years of municipal experience, who had worked in the Town Clerk/Tax Collector's office. He said the committee had received and reviewed 107 applications for the position and had chosen Ms. Chase based on her experience in municipal government and her knowledge of the community. He said she would begin working on December 10, 2015. Town Administrator Fournier then expressed a **Thank You to Kathy Castle** for her 20 years of service to the community. He said he personally could not thank her enough for making his job easier, and said she had handled the many challenges and changes with professionalism and grace. He congratulated Ms. Castle on her retirement of December 16<sup>th</sup> and said the community would be losing one of its greatest assets.

In response to a question from Chairman Nazzaro, Town Administrator Fournier stated that the Town was still in a **Stage 3 Drought Emergency**. Chairman Nazzaro noted the location of Arbor Park for the people watching, and said it was the one behind the Bus Station in the center of Town. He suggested that during the website update, they be careful not to accidentally delete the Veterans Database as had happened during the last update. He stated that the link on the Coastal Risk Commission did not link to anything and asked Town Administrator Fournier to provide a link to the recommendations

## **COMMITTEE REPORTS**

Councilor Thompson provided an update on the *Budget Committee* sessions to review the Town Budget which were held on November 23<sup>rd</sup> and November 30<sup>th</sup>. She said that at the first meeting Town Administrator Fournier had made his presentation, and that at the second meeting the major Department Heads had come in and to answer any questions the Budget Committee might have. She said a lot of good questions had been asked which were general and pretty straightforward. She stated that the first work session for the School FY17 Budget would be held Monday, December 7, 2015 at 6:30 pm and would be continued to a second night if needed. She said the Public Hearing for the Town FY17 Budget was scheduled for Monday December 14<sup>th</sup> at 7:00 pm.

## **OLD BUSINESS**

## **ORDINANCES AND RESOLUTIONS IN THE 2<sup>ND</sup> READING**

**Resolution #2015/2016-25 Amending the Membership to the Economic Development Committee**

Vice Chair Levy made a motion to approve *Resolution #2015/2016-25 Amending the Membership to the Economic Development Committee*, which was seconded by Councilor Weinstein.

Town Administrator Fournier explained that it had been recommended that they look into shrinking the size of the Economic Development Committee (EDC), and that it was decided that one member of the NCDC and one member of the Business Community be removed. He stated there was still a vacancy for an At-Large member.

Discussion: Vice Chair Levy asked if the Council had appointed or approved the current members listed on the Committee, and Chairman Nazzaro replied only the At-Large members. Town Administrator Fournier said that originally the Town Council members were appointed by the Chair, but that the rules had been amended by the Council to require approval by the entire Council. Vice Chair Levy said that for the record, it was rare that 11 members attended the meetings and it was difficult to get a quorum. Chairman Nazzaro asked if there was a reason there were two Councilors on the Committee, and said he felt that one (1) Councilor and one (1) Alternate would be sufficient. Councilor Weinstein said she would personally rather see another At-Large member. Vice Chair Levy stated that most recommendations ultimately made by the Committee on zoning changes, would also need to be voted on by the Town Council, and said he did not have an aversion to having two Town Council members. Councilor Pike said he did not have a strong feeling either way.

Chairman Nazzaro asked for a consensus of opinions on the matter. Councilor Thompson, currently a member of the EDC, said she would continue to follow the developments either way. Councilor Weinstein felt that the more people involved the better, and said she preferred an At-Large member. Councilor Burns felt that since this was the only committee with two Town Council members and they were already making the committee smaller, and that one Town Councilor and one At-Large member would be more consistent. Councilor Pickering said there should only be one Town Councilor. Town Administrator Fournier suggested the Council first make a motion to amend the resolution to add four (4) At-Large members and one (1) Town Councilor so they could vote it up or down.

Councilor Burns made a motion to amend *Resolution 2015-2016-25* to add four (4) At-Large members and one (1) Town Councilor, which was seconded by Chairman Nazzaro.

Discussion of Amended Resolution: Councilor Thompson felt that if the currently vacant At-Large position was not filled, there could be a problem with tie votes with only six members instead of seven. Vice Chair Levy added that if there were not enough Members-At-Large, it would not make sense and that it would be a benefit to have a 7-member board and reiterated that there were a lot of absences. He explained that the EDC Committee had spent 2 hours discussing the type of businesses that the Town should have, and felt that Economic Development had a potential for long-term impact on the community. Chairman Nazzaro said he agreed on the importance of the Committee and said part of the reason they were reducing the membership was to avoid too many absences.

Town Administrator Fournier polled the Council and the motion to amend *Resolution 2015-2016-25* to add four (4) At-Large members and one (1) Town Councilor was approved by a vote of 6-1.

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Town Administrator Fournier then polled the Council on the approval of *Resolution #2015/2016-25 Amending the Membership to the Economic Development Committee*, as amended, which passed by a vote of 6-1.

**ITEMS LAID ON THE TABLE - None**

**NEW BUSINESS/CORRESPONDENCE**

**TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS - None**

**ORDINANCES AND RESOLUTIONS IN THE 1<sup>ST</sup> READING**

**Resolution #2015/2016-26 Changing the Calculation for Holiday Pay**

Chairman Nazzaro read *Resolution #2015/2016-26 Changing the Calculation for Holiday Pay* in full.

**CORRESPONDENCE/CLOSING COMMENTS**

Councilor Pike asked if a timeline was available of when the efficiency study might be completed. Chairman Nazzaro said the committee had met before the regular meeting and had settled on one organization for the Council to enter into a contract with. He said Town Administrator Fournier would be contacting the company to make sure the amount was not exceeded. He said they hoped to introduce the first reading of a resolution for Council members to vote on at the next Town Council meeting.

Vice Chair Levy asked for an update on the EDC zoning so that they would have some kind of verbiage by January. Town Administrator said that he did not know the schedule of the Planning Board at this time. Vice Chair Levy said they had been in limbo for 6 months, and felt he did not want to let another year go by without some kind of language being introduced.

Councilor Pickering asked for an update on the Town selling of surplus parcels of land. Town Administrator Fournier said he first wanted to get the committee back together for another review, and Chairman Nazzaro asked that he schedule that committee meeting before the next regular meeting. Chairman Nazzaro explained that they had met once and gone over potential sales and he had asked Town Administrator Fournier to send out an email on the status.

Councilor Pickering said he wished to extend his sympathy to the Jones family on Grant Road, as Owen Jones had passed away on December 1<sup>st</sup> and was a long-time member of the community.

Chairman Nazzaro announced that he had nailed down several dates for a combined meeting of the Town Council and the School Board and would notify everyone when the date was certain. He said the conversation with the School would probably revolve around considerations for the next fiscal year.

**NEXT MEETING**

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Chairman Nazzaro said that the next Town Council meeting was scheduled for December 16, 2015.

**ADJOURNMENT**

Vice Chair Levy made a motion to adjourn the meeting, which was seconded by Councilor Weinstein. The meeting was adjourned at 7:31 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary